

Certificate of Compliance Inspections

1. When an apartment owner wants to sell their building, the Requirements of the Lincoln Municipal Code are as follows:

5.38.065 Certificate of Compliance at Time of Sale.

- (a) General. Every owner of a house shall tender to a prospective buyer, at the time of the transfer of ownership of such house, a copy of a valid certificate of compliance or a notice of deficiencies, which shall include a copy of any notice and order issued pursuant to the Lincoln Minimum Housing Code or any other applicable law or ordinance, issued by the Building Official.
- (b) Application. The owner of any house desiring to sell or transfer the same shall file an application for a certificate of compliance with the Building Official upon a form provided for that purpose by the Building Official.
- (c) Issuance. The Building Official shall issue a certificate of compliance for a house only after he has inspected such house and has found that it complies in all respects with the Lincoln Minimum Housing Code and all other applicable laws and ordinances. If such house is found not to be in compliance with the Lincoln Minimum Housing Code and all other applicable laws and ordinances, the Building Official shall issue a notice of deficiencies.
- (d) Validity. A certificate of compliance shall be valid only for ninety days from the date of issuance. A certificate of compliance shall not be deemed a warranty or guarantee that a house complies with all provisions of the Lincoln Minimum Housing Code or other applicable laws and ordinances, nor shall the City be held responsible for any violations not noted or discovered by the Building Official during his inspection of the house.
- (e) Fees. The Building Official is hereby authorized to establish reasonable fees for inspections made pursuant to an application for a certificate of compliance, which fees, before becoming effective, shall be approved by the Mayor. (Ord. 16530 §2; December 6, 1993).

2. Requirement for this inspection is placed on the seller of the building.

3. Inspection process:

- a. A Housing Inspector and a Fire Inspector inspect apartment building or hotel/motel or boarding house. The inspection includes the exterior of the building, common hallways and grounds and interiors of apartment units or hotel rooms. Current cost is \$90 per building for first 3 units and an additional \$12 for each additional unit.

Inspectors will determine if the following items are in poor repair, missing, or improperly constructed (list is not all-inclusive):

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Exterior: Deteriorated/Missing areas

Soffit
Fascia
Siding
Trim
Handrails- Height and connection
Guardrails- Height, condition, intermediate rails
Stairs- condition and spacing
Premises ID
Gutters- clogged/hanging
Screens- missing/torn
Windows
Foundation
Drainage from structure
Paint condition- 25% or more is a violation
Roof Structure
Locks-doors & windows

Exterior: Weatherproofing

Doors
Windows-broken or boarded
Roof
Foundation Walls
Siding
Mortar
Porch/Patio deck
Garbage Storage/Removal

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Interior: Inadequate Maintenance

Surface coverings- carpet, vinyl, counter tops
Walls deteriorated
Suspended ceilings

Floors deteriorated- holes, buckling
Ceilings deteriorated
Paint interior

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Interior Structural Hazard

Floors
Stairs

Foundation
Ceilings

Interior: Inadequate sanitation

Inadequate sanitation
Utility shut-off
Mold/Mildew
Lighting- halls and stairs
Supplied Equipment- operational
Bath exhaust fan

Light/ventilation
Appliance/ defective
Occupancy improper
Roach/Rodent/Insects
Maintenance of doors, trim, cabinets
Dryer venting to exterior

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Interior Plumbing: Install gas line shut- off valve

Kitchen stove
Water heater

Dryer
Gas fired appliance

Interior Plumbing: Repair

Water heater-drip leg	Installs without permit
Waste system deteriorated	Waste system back-up
Kitchen sink	Lavatory
Shower	Tub
Toilet leaks	

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Interior Plumbing: Water supply leak

Kitchen sink	Lavatory
Shower	Tub
Toilet	

Interior Plumbing: Inadequate sanitation facilities

Lavatory	Bath tub or shower
Inadequate water	Water-heater repair
Plumbing (sewer line)	Privacy separation

Fire/Life Safety:

Smoke Detectors	Fire door separation
Fire doors close and latch	Egress
Exit sign lights and location	Fire resistive construction
Combustibles stored by fuel burning appliances	Exits-provided
Emergency lights	Fire extinguishers
Impeded exiting	storage under stairs
Fire extinguishers-out of date	Alarm systems
Grills on decks	

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Electical Safety :

Hazardous electrical wiring	Garbage disposal wiring
GFCI outlet improperly wired	Continuous use of extension cords
Exposed wiring	Missing outlet covers
Light fixtures-hazardous wiring	